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| AAPSE EC Conference Call |
| 11.16.201611:00-12:48am PTConference Call | 2:00 pm CT | Conference Call  |
| Meeting called by | Dr. Don Renchie |
| Note taker | Becky Maguire |
| Attendees | EC: Don Renchie, Mike Weaver, Becky Maguire, Andrew Martin, Kerry Richards, Dean Herzfeld (for first 15 minutes) |
| Topics discussed  |
| **PSEP Center/Director Selection** |
| **Renchie** | * Director applications have been received and reviewed. Interviews will be held soon.
* Working with a variety of stakeholders to make sure goals/mission and funds of Center are clear and well defined.
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| **AAPSE National Workshop** |
| **Discussion** | * Andrew Thostenson has offered to host the meeting from July 24-26, 2017 in Fargo, ND
* Andrew has started initial conversations to plan meeting.
* EC supports dates and location of meeting.
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| **Action Item**  |
| Communicate with Andrew Thostenson and PD committee to move forward with planning of 2017 AAPSE National Workshop | Don Renchie | November 22, 2017 |
| **9th International IPM Symposium March 2018** |
| Discussion | * AAPSE EC was approached by Ronda Hirnyck for AAPSE to organize a symposium on pesticide safety education and how it is part of an IPM program.
* New EC will be in place in 2018.
* Good opportunity to communicate with others who might not hear from AAPSE to learn more about pesticide safety education.
* Kerry Richards, President Elect, will be President in 2018 and feels this is a good opportunity.
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| **Action Item**  |
| Contact Ronda Hirnyck to accept invitation and start working on the symposium.  | Kerry Richards  | November 22, 2017 |
| **AAPSE Website** |
| Discussion | * VT has hosted the AAPSE website for 21 years.
* VT experience 3 power outages in a short time frame and servers were damaged.
* VT was able to repair the AAPSE website and get it up again after lots of hard work.
* For AAPSE, the website should be managed by AAPSE and hosted on an independent server. This would allow for timely updates and the use of updated servers.
* VT has investigated a variety of website hosts and has created an AAPSE Demo site on Wild Apricot. Wild Apricot specializes in hosting websites for organizations such as AAPSE.
* Wild Apricot has more capabilities available for more efficient recordkeeping and collection of membership dues.
* To host AAPSE website it will cost either $40/month or $70/month. The $70/month fee allows AAPSE to manage membership dues and renewals in a much more efficient manner than the current system.
* Demo site can be seen at <https://aapse.wildapricot.org/>
* EC agrees that moving website would be beneficial for AAPSE and allow AAPSE greater self-identification, management and distribution of information, and time benefits for membership.
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| **Action Item** |
| Inform Board of Directors of EC discussion and share demo website link. Allow them time to provide input on movement of website. | Andrew Martin | December 1, 2017  |
| **C&T and WPS**  |
| **Discussion** | * PERC – the T-T (Train-the-Trainer) manual is at final review and should be available in electronic form in the next week or so. (Richards)
* A PowerPoint that allows for hands-on training for available by end of 2016 (Richards)
* An EPA approved online course for trainers will be available by spring 2017 (Richards)
* Spring/Summer 2017 the T-T Manuals will be available in Spanish. For both workers and handlers. (Richards)
* C&T – waiting to hear from OMB who has until the end of November (Renchie)
* Richards will be attending SFRIG in December.
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| **Membership Dues** |
| **Discussion** | * Expenses for AAPSE National Workshop in 2016 came in at about $13,000 (about $5000 below budget).
* No need to increase dues at this time (Martin)
* If PACT does not return and AAPSE continues to have an annual National Workshop, return to discussion of due increase.
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| **EPA RFA**  |
| **Discussion** | * eXtension is submitting a proposal.
* WSU is submitting a proposal to ensure competition.
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| **Election of Officers** |
| **Discussion** | * EC change will occur at the AAPSE National meeting in Fargo, ND in July 2017.
* Solicitations for new EC members will need to begin in January 2018.
* Work with Nominations and Elections Committee
* Details of election timeline and responsibilities are outline here <http://aapse.ext.vt.edu/aapse/sites/default/files/ElectionProcedures-D5.pdf>
* Regional elections for board of directors are progressing. If one nomination must still hold election to allow members to have a voice.
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| Meeting adjourned at 1:25pm CT.  |